



Charging and Remissions Policy

Review Date: Autumn 2017

Policy Title	Charging and Remissions Policy
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Function	For Information and Guidance
Status	Recommended
Audience	Parents, Governors, Principal, Senior Leadership Team, Teachers, Business Support Staff
Implementation	The Principal and Governing Body have overall responsibility for ensuring that this policy is implemented
Version	V 1.0
Date Issued	
Date Approved by Governing Body	
Date for Review	Autumn 2017

The Ferrars Academy
Charging and Remissions Policy

Rationale

Any charges made by the Academy must meet the requirements of the Education Reform Act 1988. The governors endorse the guiding principles contained in the Act, in particular that no child should have its access to the curriculum limited by charges.

Aims

- To make a broad programme of trips and activities accessible to as many pupils as possible.
- To establish and maintain a fair and coherent system of charges within the constraints of the academy budget.

Practice

- Charges will not be made for any activities which are in fulfilment of National Curriculum requirements
- Activities which are wholly or mainly within school hours should not normally be chargeable.
- In practical subjects parents may be asked for the full or partial cost of material or ingredients if they have indicated in advance that they wish to own the finished product
- Voluntary contributions may be invited for trips which take place mainly within school hours. No child may be excluded because of inability to pay but the Academy is entitled to cancel the trip if the level of contributions does not meet its budgetary requirements. If monies collected do not cover the cost of a trip the decision to pay the outstanding amount from academy funds will be made by the Senior Management team.
- Trips which take place mainly out of school hours are chargeable.
- Arrangements can be made by parents with the academy to pay for trips in instalments.
- Pupil Premium money can be used at the discretion of the SLT to assist particular families who struggle to meet the costs of trips.
- The loss/damage of library books/ will be charged at £5. Parents/carers sign a written agreement before children are allowed to take a library book home.
- The loss /damage of reading books will be charged at £3.
- After school clubs can be chargeable dependent on resources / materials used.